

# **Employment Opportunity**

## **North Shore MicMac District Council Inc.**

**Position Title:** Circuit Rider Trainer (Water/Wastewater Systems),  
Atlantic Canada

**Report To:** Circuit Rider Training Program Manager

**Work Location:** Labrador, Newfoundland

**Duration of Employment:** **One Year Term**

**Closing Date:** 5:00 p.m., October 1, 2018

**North Shore Micmac District Council Inc. (NSMDC)** provides technical services and training for First Nations communities through the Circuit Rider Training Program in the Atlantic region. NSMDC is seeking a highly-motivated individual to take on the responsibility of a Circuit Rider Trainer (CRT) whom will be contracted on a term basis to deliver training and mentoring to a First Nation community in Labrador, Newfoundland. The ideal candidate will already be living and working in the Province of Newfoundland. This CRT position will report directly to the Circuit Rider Training Program Manager and will be responsible for planning, organizing, delivering and reporting on a variety of mentoring and training needs for First Nation water and wastewater system operators.

Please note that this is a part-time term position. The successful candidate will be expected to make at least six site visits per year to the First Nation community, as well as be available at other times to address any inquiries or response in person to unexpected issues that may arise.

### **Circuit Rider Trainer Job Description**

#### **Qualifications**

- Minimum grade 12 education, C.E.T. or equivalent.
- Preferably a college-level diploma in a related technology field for operating and maintaining water and wastewater plants, distribution systems and collection systems.
- Knowledgeable in applicable Health Canada and Environment Canada regulations.
- Training in the following safety awareness topics would be considered an asset such as:
  - Workplace Hazardous Materials Information System (WHMIS)
  - Operator Health & Safety
  - Confined Space Entry
  - CPR and First Aid Training
- Must hold Level I Water Treatment certification and Level I in all other fields of certification which include: Water Distribution, Wastewater Collection and Wastewater Treatment, and must also be willing and have the ability to upgrade certification levels during the course of employment to match levels of systems in circuit (provincial certificate as per the

Association of Boards of Certification related to drinking water treatment and distribution, as well as wastewater collection and treatment).

- Required a minimum of eight years' experience in water and wastewater field; supervisory experience would be an asset.
- Be able to provide input at the feasibility stage or design stage of a project as well as be able to participate in commissioning work.
- Must be willing to travel to remote locations and to stay onsite for up to a week at a time.
- Must be willing to work outside in inclement weather.

### **Knowledge**

- Knowledge of water chemistry, microbiology, and mathematics.
- Knowledge of mechanical, chemical, and biological water treatment processes, water distribution systems, and source water protection. Wastewater CRTs should have knowledge of wastewater collection systems and mechanical, chemical, and biological wastewater treatment plant processes.
- Knowledge of Occupational Health and Safety Regulations and WHMIS.
- Familiar with requirements of applicable legislation and regulations relating to constructing, operating, and monitoring of drinking water and wastewater systems.
- Knowledge of First Nation and Inuit Health Branch (FNIHB) Procedure for Addressing Drinking Water Advisories in First Nations Communities South of 60°.
- Knowledge of roles and responsibilities of all stakeholders (Operator, Chief and Council, Indigenous Services Canada (ISC), Health Canada FNIHB, and Environment Canada) involved with First Nations drinking water and wastewater systems.

### **Leadership/Human Relationship Components**

- Ability to plan, organize, and implement a mentoring program by determining short- and long-term objectives and by ensuring that the objectives of the mentoring program are met.
- Good communication skills, both oral and written.
- Must possess excellent trouble-shooting and problem-solving skills.
- Good understanding and use of computer software, including word processing, spreadsheets, powerpoint and internet communications.
- Knowledge of SCADA systems, PLC and HMI systems.
- Instrumentation experience would be an asset.
- Outgoing, personable, and tactful.
- Familiar with First Nations communities, their culture, and their values.

### **Roles and Responsibilities**

Plan, organize, and deliver a variety of mentoring, training, and hands-on assistance under the Circuit Rider Training Program for First Nations water system and wastewater system operators. The training activities that CRTs may be required to undertake with water or wastewater operators include:

- Support operators to meet the quality requirements for water and/or wastewater stipulated in relevant codes and regulations (including Indigenous Services Canada) protocols, Health Canada Guidelines, and Environment Canada's Wastewater Systems Effluent regulations.
- Support operators in developing functional operations and maintenance work plans for each water and wastewater system.

- Demonstrate how routine maintenance and repairs are conducted and may also need to assist in the procurement and management of outside expertise when it is required for repairs and maintenance.
- Aid system operators to familiarize themselves with the procedures required to conduct sampling and testing.
- Train system operators in completing required record keeping and reporting.
- Provide comments on feasibility studies and design proposals.
- Attend the commissioning process of a new drinking water and wastewater system.
- Aid Chief & Council to develop and implement a training plan to assist the system operator(s) to attain and maintain the level of certification required for their system(s).
- Identify occupational health and safety training needs of operators.
- Support the operators to develop emergency procedures to follow in case of an emergency.
- Participate in provision of 24/7 technical support to First Nations, as required.
- Prepare and submit site visit reports at the conclusion of each site visit.
- As required, participate in community-based water teams (CBWTs) as per HC's and ISC's Procedure for Addressing Drinking Water Advisories.

### **Travel Requirements**

- CRT will be required to make at least six (6) site visits per year to the community or more as approved by the NSMDC and Indigenous Services Canada.
- Some travel in small aircraft will be required.
- Successful candidate must possess a valid driver's license and have access to a reliable and insured vehicle.

For more information on this position, please contact: Darrell Jennex, Circuit Rider Training Program Manager, at (902) 956-3051 or [darrelljennex@nsmdc-crtp.com](mailto:darrelljennex@nsmdc-crtp.com).

Interested applicants can also submit a resume and cover letter highlighting qualifications to Darrell Jennex at [darrelljennex@nsmdc-crtp.com](mailto:darrelljennex@nsmdc-crtp.com) or fax (506) 627-4613 by 5:00 pm, October 1, 2018. Applicants are responsible for the timely receipt of applications.

NSMDC is an equal opportunity employer and welcomes applications from all interested parties. We thank you for your interest, however, only those candidates selected for an interview will be contacted.